

ROMMY Z. HIDMI

305 Atwood St, Apt #33 Pittsburgh, PA 15213 | (937) 903-0711 | rzh4@pitt.edu | rommyh.com

University of Pittsburgh College of Business Administration

Bachelor of Science in Business Administration

Business Information Systems & Marketing Double Major

Pittsburgh, PA

Expected April 2019

Cumulative GPA: 3.5

WORK EXPERIENCE

Kering Group Americas

New York, NY

Management Information Systems (MIS) Intern

Summer 2018

- Managed account creation work stream of Workday HR system implementation to ensure duplicate and terminated profiles were accounted for
- Led the procurement (researched options, requested quotes) and assisted in the application of the final selected asset management tool for valuing and tracking leased equipment for all brands
- Created process manual for EMEAI implementation of asset management software tool

Kering Group Americas

New York, NY

Operations and Infrastructure (O&I) Intern

Summer 2017

- Analyzed service desk ticket data for each Kering Group brand, creating monthly and quarterly trend reports for senior Steering Committee presentation
- Coordinated phase I of Gucci's cordless phone hardware upgrade project by liaising with 32 store managers and the O&I Team for the collection of store data
- Drafted step-by-step manuals and job aid toolkits for store managers with regular register and specialized application issues
- Audited Active Directory for over 600 employee account subscriptions, removing inactive accounts for significant cost savings
- Inventoried store telecommunications information for a directory of over 250 Gucci, YSL, and Balenciaga retail locations

Cincinnati Children's Hospital

Cincinnati, OH

Health Information Management Document Integrity Technician

Summer 2016

- Validated patient information using Epic Systems' health record database software
- Tracked healthcare providers and document request status using Excel
- Ensured the secure processing of sensitive documents while completing requests in a timely manner
- Trained in HIPAA compliance

LEADERSHIP & VOLUNTEER EXPERIENCE

Design for America

Pittsburgh, PA

Officer and Activities Director

Jan 2017 - current

- Led brainstorming sessions on potential solutions to community problems, leading to significant semester activities
- Assisted in the design of marketing materials for *MyH\$info*, an organization aiming to test Pittsburgh city-water lead levels
- Planned workshop events with Women for a Healthy Environment to learn about removing lead from our water
- Contacted organizations, hospitals, nursing homes, schools, etc. to get information on current issues and potential solutions
- Led members through the DFA design process of "understanding, ideating, and creating"

Fashion Business Association

Pittsburgh, PA

Member

Aug 2015 - May 2016

- Organized philanthropic events like Denim Donation that encouraged members to tatter, reconstruct, and give away or sell their old denim for charity
- Contacted alumni and assisted in the organization of information sessions where students learned from people in the fashion industry

TECHNICAL SKILLS

- MS Excel
- Adobe Photoshop & Illustrator
- Web Development
- MySQL & Epic Databases